

## TOWNSHIP OF O'CONNOR – MINUTES – JUNE 9, 2014

Minutes of the Council meeting held on Monday, June 9, 2014 at 7 p.m. in the Council chambers.

Present: Mayor Nelson  
Councillors: Garbutt, Vezina  
Clerk-Treasurer Buob

Visitors: Mr. Gordon Cuthbertson and Mrs. Cuthbertson arrived at 7:30 p.m.

Absent: Councillor Loan, Councillor Racicot

Mayor Nelson called the meeting to order at 7:02 p.m.

Disclosure of pecuniary interest and general nature thereof: none

1. Moved by J. Vezina  
Seconded by G. Garbutt

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY, MAY 26, 2014 BE ACCEPTED AS PRINTED.**

Carried

The Road Department Monthly Report was read.

The Clerk-Treasurer reported that Mr. Johnson, Leadhand, had attended the site of the upcoming Ritchie Bros. Auction and noted that there may be some tires that he might possible bid on for the equipment but will have to confirm sizes. There were no culverts however items are still being brought in. Council would like Mr. Johnson to attend the auction and bid if he feels there is a good deal for the Township.

The Administration and Road Voucher was reviewed and it was

2. Moved by G. Garbutt  
Seconded by J. Vezina

**THAT THE ADMINISTRATION AND ROADS VOUCHER FOR MAY 31, 2014 TOTTALLING \$85,297.53 BE APPROVED AND PAID.**

Carried

The Statement of Revenue and Expenditures to May 31, 2014 were reviewed.

As Mr. Cuthbertson is scheduled for later on the agenda, the By-law to appoint the Chief Building Official will be brought forward after discussing the position with him.

The Emergency Response Plan was reviewed. No changes will be made at this time.

The Health & Safety Policy was reviewed. It was agreed that the summer students should be provided with a copy. At this time no changes will be made.

A resolution for endorsement from the Town of LaSalle with regard to the National Energy Strategy was read and it was filed.

The District of Thunder Bay Social Services Administration Board provided change of contact information. The Director, Corporate Services is now Georgina Daniels and the Director, Client Services is now Michael Hull.

Correspondence were read as follows:

- a) Association of Municipalities of Ontario (AMO)
  - i) Surplus Administration Funds from the Federal Gas Tax will be distributed to 443 Ontario Municipalities.
  - ii) Township of O'Connor's allocation of these surplus funds will be in the amount of \$1,180.13. It was noted that the Local Roads Boards also receive Federal Gas Tax funding. Mayor Nelson will look into this further to see how it is distributed.
  - iii) AMO Watch File – May 29, 2014
  - iv) AMO Watch File – June 5, 2014

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- v) AMO Provincial Election Update: Ontario Liberal Party Responds to AMO's Municipal Priorities
  - vi) New Building Canada Fund – Member Update
  - b) Ontario Provincial Police – June Newsletter was read. Council would like the section of the information with regard to avoiding encounters with black bears while enjoying the outdoors included in the next issue of the Cornerstone.
- The balance of the correspondence was passed around the table.

Mr. Cuthbertson was welcomed to the table. Introductions were made. Mr. Cuthbertson is currently interested in the Chief Building Official (CBO) position for the Township of O'Connor on a short term basis. He provided Council with his background and previous experience as a CBO. He is currently the CBO for the Municipality of Neebing and is willing to take on this position for the Townships of Gillies and Conmee as well. Mr. Cuthbertson would be willing to enter into a contract until December 1, 2014 at which time both parties would determine if the contract would be renewed. He would be flexible and willing to do inspection seven days a week. He also noted that he would like to meet with the people when they bring in their permit application so that they get to know him and they understand what he requires before they get started with their construction. They would also discuss the stages in which inspections are required and to let them know when to contact him. He is willing to work for a percentage of the permit fee rather than an hourly rate plus mileage. If Council are in agreement to hire Mr. Cuthbertson he will meet with the Clerk-Treasurer on Monday, June 16, 2014 to go over the current and open permits with him. Mr. Cuthbertson also noted that if there is someone local who might be interested in the position he would be more than willing to help train them.

Council will discuss this further under old business and Mr. Cuthbertson was thanked for attending and left the meeting.

Under Old Business, Council discussed

- a) Alan B. Cooke, C.E.T. – Official letter informing Council that he will not be renewing his contract as Chief Building Official for the Township of O'Connor. It was
3. Moved by G. Garbutt  
Seconded by J. Vezina

**THAT COUNCIL ACCEPT MR. ALAN COOKE'S RESIGNATION AS CHIEF BUILDING OFFICIAL EFFECTIVE JUNE 13, 2014.**

Carried

- b) A memo to Council from the Clerk-Treasurer regarding the Chief Building Official (CBO) position was read. It was agreed that at this time Council would be willing to hire Mr. Cuthbertson for the position of CBO as he is already certified and is willing to start immediately. It was therefore

4. Moved by G. Garbutt  
Seconded by J. Vezina

**THAT BY-LAW NUMBER 2014-13 RESPECTING THE CHIEF BUILDING OFFICIAL BE PASSED AND ENTERED IN THE BY-LAW BOOK.**

Carried

Council would like the Clerk-Treasurer to draft up a contract with Mr. Cuthbertson and provide and collect the necessary information for him to start on June 16, 2014.

Under further old business, Councillor Vezina reported that he did go and look at the building that the Rural Cupboard Food Bank were possibly looking at purchasing for their new location. He noted that the original building that they were looking at had been sold but a second one was available and was in good shape. It was noted however that the supplier had increased the price drastically and the new building was not designed well for what they require.

Under New Business, Council discussed

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- a) Grant Thornton, LLP – regarding the Annual Audit Questionnaire for the Township of O'Connor. This letter was completed by the municipal auditor and submitted directly to the Ministry of Municipal Affairs and Housing and identifies any significant matters found during the course of the Township's audit.
- b) Email from Ms. Marty Schrader regarding the Chief Building Official (CBO) position. Council would like the Clerk-Treasurer to send a reply letter to Ms. Schrader encouraging her to continue with her studies to become a qualified CBO and when the position does become open again to please apply at that time.
- c) Thunder Bay & Area Food Strategy requesting the opportunity to make a presentation to Council on the activities that identify the goals and actions that, once implemented, will provide the future direction for a long-term Food Strategy. They would like to attend on June 23, 2014. Council had no objection to them making this presentation.

Under further new business, Mayor Nelson informed Council that he would be interested in continuing his seat on the Association of Municipalities of Ontario Board and would require Council's approval to do so and it was

- 5. Moved by J. Vezina  
Seconded by G. Garbutt

**THAT COUNCIL NOMINATE MAYOR RON NELSON TO SIT ON THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO BOARD AS A DIRECTOR FOR THE NORTHERN CAUCUS.**

Carried

Issues brought forward or letters received after agenda was mailed

- a) Lakehead Region Conservation Authority – regarding the Township of O'Connor's permit applications for culvert replacements on Pool road and Garbutt road. The applications will be heard by the Authority Board at their June 25, 2014 meeting.
- b) Lakehead Rural Municipal Committee – regarding the Committees questions which will be asked of the candidates at the Candidates' Debate June 10, 2014 at the Kakabeka Legion for the Thunder Bay – Atikokan Riding were read. Everyone is invited to attend this evening and once the Committee's questions have been asked questions will be allowed from the floor.
- c) Minister of Infrastructure - Denis Lebel – letter regarding the New Building Canada Plan which launched on March 28, 2014.

For information purposes two building permits were approved as follows: Number 2014-01 – Addition to existing home - 250 Earl Road and Number 2014-02 – Garage – 19 Cliffmclean Road.

As Council have already made the decision to hire for the position of Chief Building Official they did not move into the closed portion of the meeting to review the resume of Ms. Schrader.

- 6. Moved by G. Garbutt  
Seconded by J. Vezina

**THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, JUNE 23, 2014 AT 7:00 P.M.**

**TIME BEING: 8:15 P.M.**

Carried

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Mayor

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Clerk-Treasurer